MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday December 17, 2019

ROLL CALL AND DETERMINATION OF QUORUM
MEMBERS PRESENT: Darren Haar, President; Shawn Gab, Secretary; Michelle Thomson, Member; and David Gustafson Member

MEMBERS ABSENT: Rod Pettigrew, Vice President

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Doug Curry, Airport Facilities and Maintenance; Chris Deitz, Airport Operations; Joel Landeen, City Attorney; Carla Cushman, City Attorney; Becky Drury, Council Liaison; Linda Rydstrom, Westjet; Lisa Modrick, Westjet; Rod Senn, KLJ; Dianna Saathoff, Mount Rushmore Society; Anna Raue, Mount Rushmore Society; Dr. Bert Corwin; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA
Motion to approve agenda as presented made by Thomson, second by Gustafson, motion carried.

APPROVE MINUTES
1) AP121719-01 November 12, 2019 – Motion to approve minutes as presented made by Thomson, second by Gustafson, motion carried.

GENERAL PUBLIC COMMENT
No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION
2) AP121719-02 Bill List – Dame highlighted items over $5,000.00. Motion to approve bill list as presented made by Gab, second by Thomson, motion carried.
3) AP121719-03 FAA 2020 Grant Initiation Request for Federal Assistance – Motion to approve and authorize Airport Executive Director to sign the 2020 initiation request for federal assistance in the total amount of $2,611,648 made by Gustafson, second by Thomson, motion carried.

CONSENT ITEMS
Motion to approve items 4-7 as they appear on the consent items made by Gab, second by Thomson, motion carried.

4) AP121719-04 Acknowledgement of DBE Goal Report for 2019
5) AP121719-05 Approve Resolution of Intent to Enter into a Commercial Lease Agreement with Joseph and Michelle Carlin
6) AP121719-06 Approve Resolution of Intent to Enter into a Lease Agreement with the State of South Dakota Department of Military
7) AP121719-07 Approve General Aviation Operator Permits for a term of two years
   a) Advanced Aero Technologies Group, LLC
   b) Air Methods Corp dba Black Hills Life Light
   c) Alpine Air Inc
   d) Brad Docken
   e) Business Aviation Courier, Inc dba Encore Air Cargo
   f) Consolidated Hangar Group LLC
   g) Dale Aviation
   h) Empire Airlines Inc
i) Fugro USA Land, Inc.

j) L&D Aero Service Inc

k) Plane Training LLC

l) Rapid Avionics Inc

m) Rapid City Regional Airport

n) Rapid Fuel LLC

o) Westjet Air Center Inc

ITEMS REQUIRING BOARD ACTION

8) AP121719-08 Approve Tenant Memo Regarding Closures – Motion to acknowledge and direct staff to distribute to the memo to tenants made by Thomson, second by Gustafson, motion carried.

9) AP121719-09 Air Service Development RFP Recommendation – Motion to approve entering into an agreement with Mead & Hunt, Inc for air service development consulting services in an amount not to exceed $128,760 plus expenses at cost made by Gab, second by Thomson, motion carried.

10) AP121719-10 Agreement with Readitech IT Solutions for Synewav Software Licensing – Motion to approve the agreement as presented in the total amount of $62,160.00 made by Gab, second by Gustafson, motion carried.

11) AP121719-11 KLJ Task Order 2019-8 Amendment #1 Terminal Rehabilitation Project Phase 3 – Motion to approve amendment as presented for a decrease of $30,000.00, for a total adjusted task order of $1,006,936.73 made by Thomson, second by Gab, motion carried.

12) AP121719-12 KLJ Task Order 2019-10 Passenger Boarding Bridges Design & Bidding Services – Motion to approve task order as presented in the amount of $52,341.52, contingent upon receipt of the FAA AIP Supplemental Grant, made by Gab, second by Thomson, motion carried.

13) AP121719-13 Addendum #1 to Lease Agreement with 5 Star Car Rental, Inc. – Old Car Wash Facility – 4161 Airport Road – Motion to approve addendum as presented extending the lease agreement term to December 31, 2021 made by Thomson, second by Gustafson, motion carried.

14) AP121719-14 Addendum #3 to Commercial Lease and Use Agreement Westjet Air Center, Inc. – Motion to approve addendum as presented Gustafson, second by Gab, motion carried.

15) AP121719-15 Addendum #5 to Retail, News and Gift Concession and Lease Agreement with Mount Rushmore Society – Motion to approve addendum as presented made by Thomson, second by Gustafson, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

16) Directors Report – Dame provided an update on the terminal construction project. Dame has received 55 names for the master plan input committee, that list will be pared down.

ADJOURNMENT

At 9:57 am Thomson, made a motion to adjourn, second by Gustafson, motion carried.

Respectfully submitted,

Shawn Gab
Secretary